



Cook

Department: Juvenile Detention Home

Class Code: 3412

EEO Code: 28

FLSA: N

Effective: 01/01/1992

GENERAL STATEMENT OF DUTIES:

Under general supervision; performs work of routine difficulty preparing, cooking and serving hot food; and performs related work as required.

SPECIFIC STATEMENT OF DUTIES:

(illustrative only):

Prepares, cooks and serves meals; cleans up during meal preparation and after serving; checks for food to be thawed for future meals; cleans kitchen equipment such as range, oven and cooking utensils; receives and checks food orders for accuracy; stores food when received; prepares weekly food orders; communicates with vendors; maintains sanitation standards as required by Health Department; checks for proper operation of refrigerators and freezers; makes good use of leftovers; records meals served each day; and performs other work as required.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Good knowledge of the following: Food preparation techniques, diets, operation of kitchen equipment, planning and organization of meals.

Working skill in preparing hot meals, preparing proportioned meals and operating kitchen equipment.

Ability to understand and implement proper security procedures.

MINIMUM EDUCATION AND EXPERIENCE:

High school course work; one year of professional experience in preparation and cooking of food; or an equivalent combination of training and experience.

ADDITIONAL REQUIREMENTS:

None.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
